

### Professional Development Plan Activities, Timeline, and Milestones Table

| Activity   | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec | Notes |
|--|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|-------|
| <b>Set and evaluate career goals</b>                             |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Mentor team meeting triannually                                  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Consult w/ Division chief quarterly                              |     |     |     |     |     |     |     |     |      |     |     |     |       |
|  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| <b>Time Management Goals</b>                                     |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Writing blocks (2 times/wk)                                      |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Contain clinical responsibilities (list frequency)               |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Read literature/Brainstorm (1/wk)                                |     |     |     |     |     |     |     |     |      |     |     |     |       |
|  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| <b>Submit First author manuscripts</b>                           |     |     |     |     |     |     |     |     |      |     |     |     |       |
| M1: (list topic/title)   |     |     |     |     |     |     |     |     |      |     |     |     |       |
| M2:  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| M3:  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| M4:  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| <b>Submit Research Grants</b>                                    |     |     |     |     |     |     |     |     |      |     |     |     |       |
| G1:  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| G2:  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| G3:  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| <b>Conduct Projects</b>  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| P1: (Name)   |     |     |     |     |     |     |     |     |      |     |     |     |       |
| IRB approval   |     |     |     |     |     |     |     |     |      |     |     |     |       |
| List specific phases/tasks                                       |     |     |     |     |     |     |     |     |      |     |     |     |       |
|  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| P2: (Name)   |     |     |     |     |     |     |     |     |      |     |     |     |       |
| IRB approval   |     |     |     |     |     |     |     |     |      |     |     |     |       |
| List specific phases/tasks                                       |     |     |     |     |     |     |     |     |      |     |     |     |       |
|  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| P3: (Name)   |     |     |     |     |     |     |     |     |      |     |     |     |       |
| IRB approval   |     |     |     |     |     |     |     |     |      |     |     |     |       |
| List specific phases/tasks                                       |     |     |     |     |     |     |     |     |      |     |     |     |       |
|  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| <b>Improve Skills</b>  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Research methods (specify skill(s), how acquired)                |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Statistics and Analysis (specify skill(s), how acquired)         |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Research management/leadership (specify skills(s), how acquired) |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Scientific communication (specify skill(s), how acquired)        |     |     |     |     |     |     |     |     |      |     |     |     |       |
| <b>Improve Research Collaborations</b>                           |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Participate as a co-author (specify)                             |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Research team member (specify)                                   |     |     |     |     |     |     |     |     |      |     |     |     |       |
|  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| <b>Presentations at national meetings</b>                        |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Abstract submission (specify)                                    |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Attend (+ Present) at conferences                                |     |     |     |     |     |     |     |     |      |     |     |     |       |
|  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| <b>Participate in Teaching/Admin</b>                             |     |     |     |     |     |     |     |     |      |     |     |     |       |
|  |     |     |     |     |     |     |     |     |      |     |     |     |       |
|  |     |     |     |     |     |     |     |     |      |     |     |     |       |
| <b>Establish Collaborative Network</b>                           |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Special interest group meeting (specify)                         |     |     |     |     |     |     |     |     |      |     |     |     |       |
| Professional organization service                                |     |     |     |     |     |     |     |     |      |     |     |     |       |

◊ Activity date or deadline, or not met if month has passed; X Goal accomplished